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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING  
Wednesday, 10 February 1960

Present: C/MS - Chairman . . . . . Dr. Tietjen  
DC/MS - Voting Member . . . . . Dr. [REDACTED]  
C/OD - Voting Member . . . . . Dr. [REDACTED]  
C/PS - Voting Member . . . . . Dr. [REDACTED]  
C/CD - Voting Member . . . . . Dr. [REDACTED]  
Personnel Placement Officer . . . . . Mr. [REDACTED]  
C/SD - Executive Secretary . . . . . Mr. [REDACTED]  
Secretary to C/MS - Recording Secretary . . . Mis [REDACTED]

25X1A9a

1. Minutes of Previous Meeting

The following corrections are to be made in the Minutes of the Medical Staff Career Service Board Meeting of 20 January 1960:

25X1A9a a. Mr. [REDACTED] assured the Deputy Chief, Support Division, that he had no plans for leaving the Agency, rather than so informing the Executive Secretary, as recorded.

25X1A9a b. C/CD asked that the Minutes be amended to indicate that, rather than not concurring in Mr. [REDACTED] assignment to [REDACTED], he 25X1A6a merely did not comment.

With these corrections, the Minutes were approved.

2. Report of Medical Technicians and Administrative Panel

25X1A9a Mr. [REDACTED], Chairman of the Medical Technicians and Administrative Panel, was present to comment on and answer questions of the Members regarding the memorandum entitled "Medical Training Program for Grades GS-6 through GS-11" dated 21 October 1959.

25X1A9a C/OD stated this memorandum reflects the thinking of the Training Officer in the development of a training program; however, C/OD did feel that the objectives of the Panel as outlined were too ambitious. In reply to DC/MS' comment that the paper did not contain specific recommendations, Mr. [REDACTED] stated the memorandum was designed to outline various avenues of training open to Medical Staff personnel and to stimulate thinking along these lines. C/CD concurred in the memorandum but stated he felt that in developing internal courses, technician and administrative personnel should participate to a greater degree than is indicated and it should not be the sole responsibility of the physicians to give the lectures and select the material for the course. C/SD questioned Mr. [REDACTED] regarding the need for training and Mr. [REDACTED] 25X1A9a

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replied the Panel feels the objectives are (1) to maintain and increase proficiency in all areas of responsibility within the Medical Staff, and (2) to prepare our personnel to accept additional responsibilities within the Agency.

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In conclusion, C/MS thanked Mr. [REDACTED] for his appearance before the Board. The Panel was encouraged to consider any matters affecting the technician and administrative personnel of the Medical Staff and to report the results of its deliberations to the Career Service Board.

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Mr. [REDACTED] was further advised that, as a result of the Career Service Board Meeting of 27 January 1960, the Training Officer is developing a training program for presentation to the Board.

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Mr. [REDACTED] was excused from the Meeting at the conclusion of this discussion.

3. Review of Fitness Reports

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a. [REDACTED] Medical Officer. Dr. [REDACTED] 25X1A9a Fitness Report was rated by the Deputy Chief, [REDACTED] Station, and re- 25X1A6a viewed by the Chief, [REDACTED] Station. A memorandum from the Branch Chief in Headquarters indicated he did not feel the report reflected Dr. [REDACTED] degree of participation in intelligence activities. C/MS informed the Board Members this report was sent to the DD/S for his review since Dr. [REDACTED] handling of a case has been subject to question.

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b. Fitness Reports have been received on the following personnel and are available for the review of the Board Members:

[REDACTED] GS-13, Medical Officer  
[REDACTED] GS-9, Medical Technician  
[REDACTED] GS-7, Medical Technician

25X1A9a

c. The Annual and final Fitness Report on [REDACTED], 25X1A9a GS-12, Deputy Chief, Support Division, was reviewed by the Acting DD/S on request of C/MS.

4. Assignment

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a. Medical Technician, GS-11, [REDACTED]. By way of background, the Executive Secretary informed the Board Members that the NE Division originally did not wish a replacement for Mr. [REDACTED] when his tour of duty in [REDACTED] ended. However, it is now felt that it would be well to have medical representation in the NE area and, if the services of a medical technician are not required in [REDACTED] for a full tour, the incumbent may be moved to another location within the area.

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The Executive Secretary recommended the assignment of [REDACTED] 25X1A9a to this position. Since Mr. [REDACTED] is not due to return from 25X1A9a

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25X1A6a [REDACTED] until May and Mr. [REDACTED] tour of duty in [REDACTED] will end in [REDACTED] 25X1A6a  
May, the Executive Secretary further recommended Mr. [REDACTED] be requested 25X1A9a  
to extend his tour until the arrival of Mr. [REDACTED]. The Board Members 25X1A9a  
concurred in these recommendations.

b. Deputy Chief, Support Division, GS-12. C/MS announced to the 25X1A9a  
Board Members that he had discussed with [REDACTED], GS-11, Admin- 25X1A9a  
istrative Officer, his eligibility and willingness to assume the respon-  
sibilities of this position to be vacated this week by Mr. [REDACTED] 25X1A9a

25X1A9a [REDACTED] This was done without consultation with the Career Service Board  
25X1A9a since Mr. [REDACTED] was the most eligible candidate for the position and  
also because the filling of this position was considered a command action.  
25X1A9a Mr. [REDACTED] will be assigned to this position, although it is recognized  
he will require additional training.

In this connection, C/OD asked that the Board consider the 25X1A9a  
assignment of [REDACTED] or [REDACTED] to the position which  
will be vacated by Mr. [REDACTED]. The Board noted this recommendation and  
this assignment will be considered by the Board at an early meeting.

#### 5. Promotion

25X1A9a [REDACTED] GS-8, Medical Technician. A memorandum from C/OD  
requesting consideration of promotion of Mr. [REDACTED] to GS-9 was reviewed. 25X1A9a  
According to the latest Competitive Evaluation of GS-8 personnel, Mr. [REDACTED]

25X1A9a [REDACTED] is ranked No. 4 and is preceeded by [REDACTED] 25X1A9a  
[REDACTED]. The Executive Secretary stated there are  
two courses of action which can be followed: (1) The supervisors of the  
first three individuals on the list can be informed of their eligibility  
for promotion and comments elicited; or (2) Mr. [REDACTED] promotion can be  
disapproved based on this evidence. The Executive Secretary recommended  
the former action be taken; the Board Members concurred. C/MS announced  
he would take this matter under advisement and will discuss it with C/SD  
before making a decision.

#### 6. Request for Reassignment

25X1A9a [REDACTED] GS-7, Medical Technician. A dispatch recently re- 25X1A9a  
ceived from [REDACTED] requested that Mr. [REDACTED] be considered for transfer  
from the Medical Staff into a position involving liaison, operational  
work, or TSS activities. This dispatch was accompanied by a memorandum  
from Mr. [REDACTED] in which he formally resigned from the Agency. Since  
there is confusion as to Mr. [REDACTED]'s intentions, C/MS asked that his  
resignation be accepted by the Medical Staff and that the entire matter  
be referred to the Office of Personnel for resolution on Mr. [REDACTED]  
return to Headquarters in April 1960.

#### 7. Miscellaneous

As a result of the Board's discussion of 20 January 1960, C/OD con-  
tacted the FI components of the area divisions with regard to the possible

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25X1A9a assignment of [REDACTED] GS-9, Nurse Anesthetist. There does  
25X1A6a not appear to be any possibility of utilizing her services in a non-  
official cover capacity as discussed. It was, therefore, agreed to so  
25X1A9a advise Miss [REDACTED] and to ask if she would like another tour of duty  
at [REDACTED] The Executive Secretary will prepare a dispatch to this  
effect.

MS/mam

Distribution:

Orig - C/MS  
1 - DC/MS  
1 - C/OD  
1 - C/PS  
1 - C/CD  
1 - C/SD